

DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY MATERIEL COMMAND
5001 EISENHOWER AVENUE, ALEXANDRIA, VA 22333-0001

AMC REGULATION
NO. 825-2

1 July 1994

Patents

PATENT AND RELATED FORMS

This regulation may not be supplemented.

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1. Purpose. This regulation prescribes the forms to be used within the U.S. Army Materiel Command (AMC) concerning patents and other matters relating to inventions.

2. Scope. This regulation applies to Headquarters (HQ), AMC; AMC major subordinate commands (MSC), including subordinate installations and activities; and separate installations and activities reporting directly to HQ AMC.

3. Prescribed forms. The following forms will be used in AMC for the purposes indicated and are available through normal AMC publications resupply channels:

a. AMC Form 1170 (Patent Application File). Invention disclosures received by AMC activities engaged in the preparation and prosecution of patent applications will be placed in AMC Form 1170. The wrapper is designed for positioning the disclosure on the right inside thereof. Correspondence not directly involved in patent prosecution, including rights determinations, invention records, incentive award records, and secrecy orders will be filed on the right inside of the wrapper. The patent specification, claims, filing receipt, office actions, amendments, notices of allowance or allowability, and issuance notices will be chronologically posted in the center section of the wrapper. The left inside of the wrapper is designed for the posting of copies of patent drawings and references.

*This regulation supersedes AMC-R 825-2, 20 September 1983.

b. DA Form 2874-R (Assignment of Invention (Government Employee)). All employees of AMC who assign their inventions to the Government as represented by the Secretary of the Army will effect the transferral of the rights on DA Form 2874 R. The patent prosecution activity supplying the prosecution support for the invention concerned will also prepare the assignment form for execution by the inventor. When the inventor and patent activity are located at the same installation or activity, the patent activity will arrange for the actual execution of the instrument and the notarization thereof. In the absence of a patent activity at the inventor's installation or activity, the legal office dealing with business and commercial law will execute this function.

c. DA Form 2878-R (License of Invention (Government Employee)). All employees of AMC who grant licenses under their inventions to the Government as represented by the Secretary of the Army will effect the license grant on DA Form 2878 R. The patent prosecution activity supplying the prosecution support for the invention concerned will also prepare the license form for execution by the inventor. When the inventor and patent activity are located at the same installation or activity, the patent activity will arrange for the actual execution of the instrument and the notarization thereof. In the absence of a patent activity at the inventor's installation or activity, the legal office dealing with business and commercial law will execute this function.

d. **AMC Form 1255-R-E** (Record of Invention). Factual data relating to inventions submitted by employees of AMC for patenting will be recorded on AMC Form 1255. Copies of the form, when completed, will be signed by the inventor(s) and attached as the cover sheet to each copy of the invention disclosure. The information required by AMC Form 1255 is obvious in the majority of instances and most of the form can be completed without legal assistance. When assistance is required to understand the meaning of the request, it will be supplied by the patent prosecution activity supporting the inventor's installation or activity or the designated patent liaison individual where appropriate.

e. **AMC Form 1256-R-E** (Assignment Contractor Employee). All AMC contractors, who are required to assign the inventions to the Government as represented by the Secretary of the Army pursuant to the Patent Rights Clause of the Federal Acquisition Regulation will use AMC Form 1256 as the Government supplied instrument required to be made available under this clause. The patent activity supplying prosecution support for the research organization responsible for initiating the contract will make the form available to the contract administrator. The same patent activity is responsible for supplying any technical and legal assistance required by the contract administrator.

f. **AMC Form 1257-R-E** (Contractor License). All AMC contractors who are required to grant a license under their assigned inventions to the Government as represented by the Secretary of the Army pursuant to the Patent Rights Clause of the Federal Acquisition Regulation will use AMC Form 1257 or equivalent. The patent activity supplying prosecution support for the research organization responsible for initiating the contract will make the form available to the contract administrator. The same patent activity is responsible for supplying any technical and legal assistance required by the contract administrator.

g. United States Patent and Trademark Office Patent Forms. Where applicable the Patent and Trademark Office forms, including the Privacy Act statement, copies of which have been provided to each patent activity by AMC will be used when filing and prosecuting patent applications.

The proponent of this regulation is the United States Army Materiel Command. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to the Commander, HQ AMC, ATTN: AMCCC-IP, 5001 Eisenhower Avenue, Alexandria, VA 22333-0001.

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